

Department of Social Sciences  
Spring 2023  
Special Topics: Emergency Management  
CRIJ 5389-120, 10563  
WebEx

**Professor:** Liana R. Taylor, Ph.D.

**Office:** Heritage Hall 204E

**Email:** liana.taylor@tamuct.edu (Canvas inbox is preferred)

**Office Phone Number:** 254-519-5436

“Behind every uncomfortable syllabus clause lies an even more uncomfortable teaching experience.” – @AcademicSay (April 22, 2016)

---

## **ACADEMIC ACCOMODATIONS**

At Texas A&M University-Central Texas, we value an inclusive learning environment where every student has an equal chance to succeed and has the right to a barrier-free education. The Warrior Center for Student Success, Equity and Inclusion is responsible for ensuring that students with a disability receive equal access to the university’s programs, services and activities. If you believe you have a disability requiring reasonable accommodations, please contact the Office of Access and Inclusion, WH-212; or call (254) 501-5836. Any information you provide is private and confidential and will be treated as such.

For more information, please visit our Access & Inclusion Canvas page (log-in required) [<https://tamuct.instructure.com/courses/717>]

## **FOR UPDATES ON COVID INFORMATION:**

Please monitor the University [website](https://www.tamuct.edu/covid19/) [<https://www.tamuct.edu/covid19/>]

**\*\*\* Disclaimer: Syllabus may be revised later if needed \*\*\***

## **COURSE GOALS AND METHODS**

Prepares students for leadership roles in emergency management within the private and public sectors. Topics include disaster planning and response, policy analysis, and the importance of ethics and theory in emergency management decision making.

At the end of the course, students will be able to:

- 1) Understand what emergency management is
- 2) Understand the emergency management phases and what each phase entails
- 3) Analyze past disaster incidents and compare them to the emergency management phases
- 4) Know how to apply the emergency management phases to different types of disasters
- 5) Understand the role of each level of government in emergency management
- 6) Understand the core competencies for emergency managers and leaders
- 7) Understand how the field of emergency management has been developing for future emergency managers and leaders

## **REQUIRED TEXT**

Readings will be provided on Canvas.

## **COURSE POLICIES**

### Respect

This course will be fully online and you are encouraged to participate. All students learn in a variety of ways and at varying paces. I expect everyone to treat one another with respect and help cultivate an environment in which everyone feels free to ask and answer questions respectfully.

### Netiquette

All students must abide by the following core rules of netiquette (excerpted from Shea, 1994<sup>1</sup>) for the duration of the course on discussion boards and email.

Rule 1: Remember the human - Do unto others as you'd have others do unto you. Imagine how you'd feel if you were in the other person's shoes. Stand up for yourself, but try not to hurt people's feelings.

Rule 2: Adhere to the same standards of behavior online - Standards of behavior may be different in some areas of cyberspace, but they are not lower than in real life.

Rule 3: Know where you are in cyberspace - When you enter a domain of

---

<sup>1</sup> Shea, V. (1994). Core Rules of Netiquette. In *Netiquette*, (pp. 32-46). Vancouver: Albion Books.

cyberspace that's new to you, take a look around. Spend a while listening to the chat or reading the archives. Get a sense of how the people who are already there act. Then go ahead and participate.

Rule 4: Respect other people's time and bandwidth - ...don't expect instant responses to all your questions, and don't assume that all readers will agree with -- or care about -- your passionate arguments.

Rule 5: Make yourself look good online - As in the world at large, most people who communicate online just want to be liked. Networks -- particularly discussion groups -- let you reach out to people you'd otherwise never meet. And none of them can see you. You won't be judged by the color of your skin, eyes, or hair, your weight, your age, or your clothing.

Rule 6: Share expert knowledge - Don't be afraid to share what you know.

Rule 7: Help keep flame wars under control - ...Netiquette does forbid the perpetuation of flame wars -- series of angry letters, most of them from two or three people directed toward each other, that can dominate the tone and destroy the camaraderie of a discussion group. It's unfair to the other members of the group.

Rule 8: Respect other people's privacy

Rule 9: Don't abuse your power - Some people in cyberspace have more power than others...Knowing more than others, or having more power than they do, does not give you the right to take advantage of them.

Rule 10: Be forgiving of other people's mistakes - ... when someone makes a mistake -- whether it's a spelling error or a spelling flame, a stupid question or an unnecessarily long answer -- be kind about it. If it's a minor error, you may not need to say anything. Even if you feel strongly about it, think twice before reacting. Having good manners yourself doesn't give you license to correct everyone else. If you do decide to inform someone of a mistake, point it out politely, and preferably by private email rather than in public. Give people the benefit of the doubt; assume they just don't know any better. And never be arrogant or self-righteous about it. Just as it's a law of nature that spelling flames always contain spelling errors, notes pointing out

Netiquette violations are often examples of poor Netiquette.

### Academic Integrity

Texas A&M University-Central Texas values the integrity of the academic enterprise and strives for the highest standards of academic conduct. A&M-Central Texas expects its students, faculty, and staff to support the adherence to high standards of personal and scholarly conduct to preserve the honor and integrity of the creative community. Any deviation by students from this expectation may result in a failing grade for the assignment and potentially a failing grade for the course. All academic misconduct concerns will be referred to the Office of Student Conduct. When in doubt on collaboration, citation, or any issue, please contact your instructor before taking a course of action.

For more information regarding the student conduct process,  
[<https://www.tamuct.edu/student-affairs/student-conduct.html>].

If you know of potential honor violations by other students, you may submit a referral,  
[[https://cm.maxient.com/reportingform.php?TAMUCentralTexas&layout\\_id=0](https://cm.maxient.com/reportingform.php?TAMUCentralTexas&layout_id=0)].

**Violations in academic integrity will result in score of zero on the assignment for which it is suspected. Any suspected violations of academic integrity will also be reported to TAMUCT's Office of Student Conduct:** <https://www.tamuct.edu/student-affairs/student-conduct.html>

### **TECHNOLOGY REQUIREMENT AND SUPPORT**

This course will use the A&M-Central Texas Instructure Canvas learning management system. **We strongly recommend the latest versions of Chrome or Firefox browsers. Canvas no longer supports any version of Internet Explorer.**

Logon to A&M-Central Texas Canvas [<https://tamuct.instructure.com/>] or access Canvas through the TAMUCT Online link in myCT [<https://tamuct.onecampus.com/>]. You will log in through our Microsoft portal.

Username: Your MyCT email address.

Password: Your MyCT password

### Canvas Support

Use the Canvas Help link, located at the bottom of the left-hand menu, for issues with Canvas. You can select "Chat with Canvas Support," submit a support request through "Report a Problem," or call the Canvas support line: 1-844-757-

0953.

For issues related to course content and requirements, contact your instructor.

### Online Proctored Testing

A&M-Central Texas uses Proctorio for online identity verification and proctored testing. This service is provided at no direct cost to students. If the course requires identity verification or proctored testing, the technology requirements are: Any computer meeting the minimum computing requirements, plus web camera, speaker, and microphone (or headset). Proctorio also requires the Chrome web browser with their custom plug in.

### Other Technology Support

For log-in problems, students should contact Help Desk Central

24 hours a day, 7 days a week

Email: [helpdesk@tamu.edu](mailto:helpdesk@tamu.edu)

Phone: (254) 519-5466

[Web Chat](http://hdc.tamu.edu): [<http://hdc.tamu.edu>]

*Please let the support technician know you are an A&M-Central Texas student.*

## **COURSE COMMUNICATION**

Course announcements will be posted to the Announcements page on Canvas.

I will send correspondence to your Canvas Inbox. Make sure you have access to and regularly check it. I recommend you adjust your Canvas Settings so you receive a notification when I post an announcement, you receive a course message, etc.

Do not send Canvas messages/emails about things stated in the syllabus/guidelines or where things are located on Canvas *unless* you are requesting clarification or additional information.

## **STUDENT-PROFESSOR INTERACTION**

Students may speak with me via Canvas Inbox or by appointment. I will answer (most) messages within 24 hours, Monday through Friday. Students who would like to speak to me via WebEx must make an appointment. For appointments the student and I must confirm the date and time via Canvas Inbox.

## **PARTICIPATION POLICIES**

Participation will not count towards your grade. However, it is in your best interest to regularly check Canvas and complete all the assignments. If you do not your grade is likely to suffer. Participation will aid in understanding the

material, which can ultimately improve your grade. If you have a question, I strongly suggest you send me a course message via Canvas or make an appointment.

## **ASSIGNMENTS AND EXAMS**

### Grading Policies

The assignments in this course have flexible deadlines (see the course schedule). As such, there are no late penalties. You are not required to meet those deadlines, though it is in your best interest to do so. **However, all assignments must be submitted via the appropriate Canvas link by the end of the semester: May 12 at 11:59p.**

### Reading Assignments

The reading assignments will be posted to Canvas. Reading assignments should be completed by the date listed on the Class Schedule. I also suggest you review the readings throughout the semester.

### Homework

The homework assignments will be online through Canvas. Homework assignments are designed to help students apply the concepts they learn in the reading and videos. You may work in groups to complete these assignments, but each student must submit their own assignment to receive credit. I will post the homework each Monday at 12:00a, and I recommend you submit them by Sunday at 11:59p. However, if you need more time, I will allow you to submit it later without a late penalty. It is in your best interest to submit it by the Sunday due date, as this will allow more time for me to grade it and provide you with feedback you can use to study. **The latest I will accept the homework is May 12 at 11:59p.** I will not start posting grades for submissions until after their due date.

### Case Studies

Students will analyze an assigned disaster incident. They will provide a summary of the incident and compare how it was managed to the emergency management phases. Complete guidelines will be posted to Canvas. I recommend you submit your case study by the due date, but if you need more time you may submit it later without a late penalty. **The latest I will accept the case study submissions is May 12 at 11:59p.** I will not start posting grades for submissions until after their due date.

## GRADING

Grades will be posted on Canvas within approximately one week. Students will be notified if it takes longer to post the grades.

Your final grade will be weighted.

	<b>Number of points</b>	<b>Weight of Category</b>
Homework	~400 points	60%
Case Study (x2)	100 points/each	40%
	<b>Total: ~500 points</b>	

## COPYRIGHT NOTICE

Students should assume that all course material is copyrighted by the respective author(s). Reproduction of course material is prohibited without consent by the author and/or course instructor. Violation of copyright is against the law and Texas A&M University-Central Texas' Code of Academic Honesty. All alleged violations will be reported to the Office of Student Conduct.

Copyright. (2023) by Liana R. Taylor at Texas A&M University-Central Texas, Department of Social Sciences; 1001 Leadership Place, Killeen, TX 76549; 254-519-5436; Fax 254-519-5781; liana.taylor@tamuct.edu.

## COURSE SCHEDULE

<b>Week</b>	<b>Dates</b>	<b>Topic</b>	<b>Reading Due</b>
Week 1	01/17-01/22	Introduction to Emergency Management	See Canvas
Week 2	01/23-01/29	Ethics in emergency management	See Canvas
Week 3	01/30-02/05	Preparedness	See Canvas
Week 4	02/06-02/12	Mitigation	See Canvas
Week 5	02/13-02/19	Response	See Canvas
Week 6	02/20-02/26	Recovery	See Canvas
Week 7	02/27-03/05	Communication	See Canvas <b>Case Study 1 due March 5 at 11:59p</b>
Week 8	03/06-03/12	Statutory authority	See Canvas
Week 9	03/13-03/19	Spring Break	
Week 10	03/20-03/26	Fires	See Canvas
Week 11	03/27-04/02	Hurricanes and Floods	See Canvas



Week 12	04/03-04/09	Earthquakes	See Canvas
Week 13	04/10-04/16	Terrorist Attacks	See Canvas
Week 14	04/17-04/23	Core Competencies	See Canvas
Week 15	04/24-04/30	Future Directions	See Canvas <b>Case Study 2 due April 30 at 11:59p</b>
Week 16	05/01-05/06	Review Week	
Week 17	05/07-05/12	Course Wrap-Up	

## **EMERGENCY WARNING SYSTEM FOR TEXAS A&M UNIVERSITY-CENTRAL TEXAS**

### **SAFEZONE**

SafeZone provides a public safety application that gives you the ability to call for help with the push of a button. It also provides Texas A&M University-Central Texas the ability to communicate emergency information quickly via push notifications, email, and text messages. All students automatically receive email and text messages via their myCT accounts.

Downloading SafeZone allows access to push notifications and enables you to connect directly for help through the app.

You can download SafeZone from the app store and use your myCT credentials to log in. If you would like more information, you can visit the SafeZone website [[www.safezoneapp.com](http://www.safezoneapp.com)].

To register SafeZone on your phone, please follow these 3 easy steps:

1. Download the SafeZone App from your phone store using the link below:
  - o iPhone/iPad: [<https://apps.apple.com/app/safezone/id533054756>]
  - o Android Phone / Tablet  
[<https://play.google.com/store/apps/details?id=com.criticalarc.safezoneapp>]
2. Launch the app and enter your myCT email address (e.g. {name}@tamuct.edu)
3. Complete your profile and accept the terms of service

### **DROP POLICY**

If you discover that you need to drop this class, you must complete the Drop Request Dynamic Form through Warrior Web.

[<https://federation.ngwebsolutions.com/sp/startSSO.ping?PartnerIdpId=https://eis-prod.ec.tamuct.edu:443/samlSSO&SpSessionAuthnAdapterId=tamuctDF&TargetResource=https%3a%2f%2fdynamicforms.ngwebsolutions.com%2fSubmit%2fStart%2f53b8369e-0502-4f36-be43-f02a4202f612>].

Faculty cannot drop students; this is always the responsibility of the student. The Registrar's Office will provide a deadline on the Academic Calendar for which the form must be completed. Once you submit the completed form to the Registrar's Office, you must go into Warrior Web and confirm that you are no longer enrolled. If you still show as enrolled, FOLLOW-UP with the Registrar's Office immediately. You are to attend class until the procedure is complete to avoid penalty for

absence. Should you miss the drop deadline or fail to follow the procedure, you will receive an F in the course, which may affect your financial aid and/or VA educational benefits.

## **TUTORING**

Tutoring is available to all A&M-Central Texas students, both virtually and in-person. Student success coaching is available online upon request.

If you have a question, are interested in becoming a tutor, or in need of success coaching contact the Warrior Center for Student Success, Equity and Inclusion at (254) 501-5836, visit the Warrior Center at 212 Warrior Hall, or by emailing [WarriorCenter@tamuct.edu](mailto:WarriorCenter@tamuct.edu).

To schedule tutoring sessions and view tutor availability, please visit Tutor Matching Services [<https://tutormatchingservice.com/TAMUCT>] or visit the Tutoring Center in 111 Warrior Hall.

Chat live with a remote tutor 24/7 for almost any subject from on your computer! Tutor.com is an online tutoring platform that enables A&M-Central Texas students to log in and receive online tutoring support at no additional cost. This tool provides tutoring in over 40 subject areas except writing support. Access Tutor.com through Canvas.

## **THE UNIVERSITY WRITING CENTER**

University Writing Center: Located in Warrior Hall 416, the University Writing Center (UWC) at Texas A&M University–Central Texas (A&M–Central Texas) is a free service open to all A&M–Central Texas students. The hours of operation are from 10:00 a.m.-5:00 p.m. Monday thru Thursday in Warrior Hall 416 (with online tutoring available every hour as well) with satellite hours available online only Monday thru Thursday from 6:00-9:00 p.m. and Saturday 12:00-3:00 p.m.

Tutors are prepared to help writers of all levels and abilities at any stage of the writing process. While tutors will not write, edit, or grade papers, they will assist students in developing more effective composing practices. By providing a practice audience for students' ideas and writing, our tutors highlight the ways in which they read and interpret students' texts, offering guidance and support throughout the various stages of the writing process. In addition, students may work independently in the UWC by checking out a laptop that runs the Microsoft Office suite and connects to WIFI, or by consulting our resources on writing, including all of the relevant style guides. Whether you need help brainstorming ideas, organizing an essay, proofreading, understanding proper citation practices, or just want a quiet place to work, the UWC is here to help!

Students may arrange a one-to-one session with a trained and experienced writing tutor by making an appointment via WOnline [<https://tamuct.mywconline.com/>]. In addition, you can email Dr. Bruce Bowles Jr. at [bruce.bowles@tamuct.edu](mailto:bruce.bowles@tamuct.edu) if you have any questions about the UWC, need any assistance with scheduling, or would like to schedule a recurring appointment with your favorite tutor.

## **UNIVERSITY LIBRARY & ARCHIVES**

The University Library & Archives provides many services in support of research across campus and at a distance. We offer over 350 electronic databases containing approximately 631,525 eBooks and 75,149 journals, in addition to the 97,443 items in our print collection, which can be mailed to students who live more than 50 miles from campus. Research guides for each subject taught at A&M-Central Texas are available through our website to help students navigate these resources. On campus, the library offers technology including cameras, laptops, microphones, webcams, and digital sound recorders.

Research assistance from a librarian is also available 24 hours a day through our online chat service, and at the reference desk when the library is open. Research sessions can be scheduled for more comprehensive assistance, and may take place virtually through WebEx, Microsoft Teams or in-person at the library. Schedule an appointment here [<https://tamuct.libcal.com/appointments>]. Assistance may cover many topics, including how to find articles in peer-reviewed journals, how to cite resources, and how to piece together research for written assignments.

Our 27,000-square-foot facility on the A&M-Central Texas main campus includes student lounges, private study rooms, group work spaces, computer labs, family areas suitable for all ages, and many other features. Services such as interlibrary loan, TexShare, binding, and laminating are available. The library frequently offers workshops, tours, readings, and other events. For more information, please visit our Library website [<https://tamuct.libguides.com/index>]

## **IMPORTANT INFORMATION FOR PREGNANT AND PARENTING STUDENTS**

Texas A&M University-Central Texas supports students who are pregnant, experiencing pregnancy-related conditions, and/or parenting. In accordance with requirements of Title IX and related guidance from US Department of Education's Office of Civil Rights, the Dean of Student Affairs' Office can assist students who are pregnant and/or parenting in seeking accommodations related to pregnancy and/or parenting. Students should seek out assistance as early in the pregnancy as possible. For more information, please visit Student Affairs [<https://www.tamuct.edu/student-affairs/pregnant-and-parenting-students.html>]. Students may also contact the institution's Title IX Coordinator. If you would like to read more about these requirements and guidelines online, please visit the website [<http://www2.ed.gov/about/offices/list/ocr/docs/pregnancy.pdf>].

Title IX of the Education Amendments Act of 1972 prohibits discrimination on the basis of sex and gender—including pregnancy, parenting, and all related conditions. A&M-Central Texas is able to provide flexible and individualized reasonable accommodation to pregnant and parenting students. All pregnant and parenting students should contact the Associate Dean in the Division of Student Affairs at (254) 501-5909 to seek out assistance. Students may also contact the University’s Title IX Coordinator.

## **A NOTE ABOUT SEXUAL VIOLENCE AT A&M-CENTRAL TEXAS**

Sexual violence is a serious safety, social justice, and public health issue. The university offers support for anyone struggling with these issues. University faculty are mandated reporters, so if someone discloses that they were sexually assaulted (or a victim of Domestic/Dating Violence or Stalking) while a student at TAMUCT, faculty members are required to inform the Title IX Office. If you want to discuss any of these issues confidentially, you can do so through Student Wellness and Counseling (254-501-5955) located on the second floor of Warrior Hall (207L).

Sexual violence can occur on our campus because predators often feel emboldened, and victims often feel silenced or shamed. It is incumbent on ALL of us to find ways to actively create environments that tell predators we don’t agree with their behaviors and tell survivors we will support them. Your actions matter. Don’t be a bystander; be an agent of change. For additional information on campus policy and resources visit the Title IX webpage [<https://www.tamuct.edu/compliance/titleix.html>].

## **BEHAVIORAL INTERVENTION**

Texas A&M University-Central Texas cares about the safety, health, and well-being of its students, faculty, staff, and community. If you are aware of individuals for whom you have a concern, please make a referral to the Behavioral Intervention Team. Referring your concern shows you care. You can complete the referral online [[https://cm.maxient.com/reportingform.php?TAMUCentralTexas&layout\\_id=2](https://cm.maxient.com/reportingform.php?TAMUCentralTexas&layout_id=2)].

Anonymous referrals are accepted. Please see the Behavioral Intervention Team website for more information [<https://www.tamuct.edu/bit>]. If a person’s behavior poses an imminent threat to you or another, contact 911 or A&M-Central Texas University Police at 254-501-5805.

## **IMPORTANT UNIVERSITY DATES**

<https://www.tamuct.edu/registrar/academic-calendar.html>